



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Friday **15th February 2013**, commencing at 10.00 am.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4.	PUBLIC QUESTION TIME	3
4.1	Standing Orders	3
5.	NEXT MEETING.....	3
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	3
7.	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	3
8.	CONFIRMATION OF MINUTES	3
8.1	Ordinary Council Meeting – 20 th December 2012	3
8.2	Special Council Meeting – 9 th January 2013.....	3
9.	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION.....	4
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	4
11.	ACTION LIST	4
12.	DISCLOSURE OF INTERESTS.....	5
13.	REPORTS OF OFFICERS.....	5
13.1	Monthly Plant Report - December/January – Works Supervisor	5
13.2	Works Report – Works Supervisor.....	6
14.	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED	9
14.1	Shire President.....	9
14.2	Councillors.....	9
15.	REPORTS OF COMMITTEES.....	9
15.1	Plant Committee meeting held 9 th January 2013	9
16.	FINANCE.....	9
16.1	Financial Activity Statements December 2012.....	9
16.2	Accounts Paid during the period since the last list was adopted/endorsed by Council	11
16.3	Rates Write off.....	12
17.	DEVELOPMENT	13
17.1	Draft CSIRO Road Agreement.....	13
17.2	Pindar-Beringarra Road	15
17.3	Tender for Supply of Bitumen works for 2012/2013.....	16
17.4	Patient Transfer Vehicle	17
17.5	Fuel Supply Contract.....	19
17.6	EHO & Building Surveyor.....	20
18.	ADMINISTRATION.....	21
19.	NOTICE OF MOTION	21
19.1	Review of the Committees of Council	21
20.	CEO ACTIVITY REPORT	22
21.	URGENT BUSINESS	23
22.	OTHER BUSINESS.....	23
22.1	Declaration of New Councillor	23
23.	ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS.....	23
24.	MEETING CLOSURE.....	23

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

4.1 Standing Orders

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor Squires	
That the following Local Law-Standing Orders 2001 be stood down:		
8.2 Limitation on the number of speeches		
8.3 Duration of speeches		
Carried	For:	Against:

5. NEXT MEETING

This is scheduled for Friday 15th March 2013.

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

8. CONFIRMATION OF MINUTES

8.1 Ordinary Council Meeting – 20th December 2012

Background:

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Minutes of the Ordinary Council meeting of 20 th December 2012 be confirmed as an accurate record of proceedings.		
Carried/Lost	For:	Against:

8.2 Special Council Meeting – 9th January 2013

Background:

Minutes of the Special Meeting of Council have previously been circulated to all Councillors.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Minutes of the Special Council meeting of 9 th January 2013 be confirmed as an accurate record of proceedings.		
Carried/Lost	For:	Against:

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS****11. ACTION LIST**

No.	Item	Action	Action
1.	CEO Residence	Decorative front fence – need input from new CEO	Ongoing – Design pending
2.	Kalli Road roadworks Aboriginal Heritage Act	Retrospective Heritage Inspection carried out.	Completed
3.	Improve shade house south of Road House See Point 20	Per MSDC meeting and September Council meeting. Changed per November 2012 meeting	RLCIP funding changed – further input required
4.	Concrete front of motel units	Council staff to do	Not yet actioned
5.	Beringarra-Pindar Road New Road Agreement	Amended agreement received – item at today's meeting	Item today
6.	Provision for open fires at Caravan Park	Investigate – get quotes	Not yet actioned
7.	Investigate Replacement Patient Transport Vehicle	Two vehicles inspected – Report presented to this meeting	Item today
8.	Murchison Freight Service	Pick up points decided and advised and accepted by Keros. Trying to establish a drop off point within Geraldton	Drop-off point to be established
9.	Kalli Road classification as a road of regional significance	Matter raised at Murchison Regional Road Group Meeting on the 26 th September	See item re – Roads 2030 today's meeting
10.	Bitumen and Sealing works Carnarvon-Mullewa Road	Greenfields to call tenders	Item today
11.	Stripping of Road south of settlement	Report received – Greenfields served notice of non-conformance. Bitumen Spraying disputing.	Ongoing - Greenfields in negotiation
12.	MSDC – Variation to grant and plans for laundry	Variation to grant approved. Laundry plans being worked on.	Roller shutters Completed. Quotes for laundry still awaited.
13.	Classification of Pindar Beringarra and Carnarvon Mullewa Road	Pindar – Beringarra ongoing. Carnarvon-Mullewa Road now RAV9 to Wooramel River	See item at today's meeting.
14.	Nookawarra Airstrip	Letter sent advising of action to rip road reserve – reply received	Item today
15.	Advisory Committee – SKA site access road	Letter sent to minister day – committee to be developed	Liaise with MWDC to define terms of reference etc.

Recommendation:

That the Action List be accepted.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
That the Action List be accepted.		
Carried/Lost	For:	Against:

12. DISCLOSURE OF INTERESTS

13. REPORTS OF OFFICERS

13.1 Monthly Plant Report - December/January – Works Supervisor

HEAVY PLANT							
Plant Item	Year	Rego	Start Hours	End Hours/km	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	9110	9280	170		
Cat Grader 12M	2008	MU 51	5153	5256	103		
Volvo L110 Loader	2006	MU 65	4880.3	4939.6	59.3		
Komatsu Dozer	1997			In town for repairs			
Cat Vibrating Roller	2005	MU 177	1055.1	1120.5	65.4		
John Deere Grader	2011	MU 121	2153.7	2315.5	161.8		
Bomag M/Tyre Roller			679	760.4	81.4		
Cat 938G Loader	2004		3616.8	3656.8	40		
Iveco Prime Mover	2003	MU 000	260713	263169	2456		
Nissan UD	2009	000 MU	127382	127723.7	341.7		
Iveco Tipper	2004	MU 00	157725		Not used		
Generator 2-110kva	2011		4609	5579.6	970.6		
Generator 1-110kva	2011		4580	5007.4	427.4		
Maintenance Genset			18577.5				
Construction Genset			9116.6	9529.8	413.2		
Kubota 6kva Genset	2012		new	690.6	690.6		
Mitsubishi Canter	2011	01 MU	62895	66576	3681		
Mitsubishi Canter	2004	MU 140	142846	146032	3186		
Toyota Prado	2010	MU 0	57561	58487	926	Traded	
Toyota Prado	2012	MU 0	New	1536	1536	New	
Holden Rodeo	2008	MU 167	158956	Traded	-	Traded	
Great Wall	2012	MU167	New	2438	2438	New	
Isuzu DMAX	2009	MU 300	134759	137046	2287		
Toyota Hilux	2011	MU 1018	70845	76923	6078		
Isuzu T/Top	2005	MU1002	21054	21054	-		
Toyota P/T Vehicle	1986	MU 1017	21162	21188	26		
Side Tipper	2001	MU 2010	14983	16434	1451		
Side Tipper – Evertran	2009	MU 662	57718	58970	1252		
Tri-Axle Low Loader	2008	MU 663			Not used		
No. 2 float	2001	MU 2004	20581	23037	2456		
30000lt Water Tank	2005	MU 2024	20153	20153	-		
Dog Fuel Trailer	1993	MU 658					
Dog Fuel Trailer	1972	MU 2005					
Dolly 1-Red	2001	MU 2003	23700	23700	-		

Dolly 2-Black	2000	MU 2009					
New Holland Ford Tractor	2006	MU 380	1518	1551	33		
Forklift			11767	11785	18		
Caravans							
Various small plant							
Ride on Mower - JD			188.6	228.9	40.30		

13.2 Works Report – Works Supervisor

21st December 2012 was the last working day for both the maintenance and construction crews. All shire plant was returned to the depot for maintenance/servicing over the Christmas/New Year break by our mechanic - Trevor Bandon.

Construction Crew

The 24mm of rain received on the Carnarvon Mullewa road just before the crew shut down for Christmas held us back from finishing off the floodway's on this section. We had a quick laying out of gravel and placed cones and signs to cover until return of works crew in the new year.

All shire crew back on deck on the 29th January, all plant and caravans re-located back to Billabalong and set up for works to recommence. Floodway's north of Billabalong turn off (5 in total) will have to be re-ripped, re-mixed and placed down with 1% fall to the east (river). Floodway's south of Billabalong (9 in total) are to be boxed out to 10m wide with a depth .200mm, replaced with new gravel with 3% cement, wet spread and rolled with 3% fall to the east (river).

Crew have started work on the floodway's today (06/02/2013)

Work yet to be completed on this 17km of construction before sealing:

- Floodway's - 9 newly constructed ones plus 5 to re-do.
- Shoulders - about 300m of construction with the remaining only requiring a tidy up.
- Signage - approximately $\frac{3}{4}$ way through putting up signs.
- Drains - we are about $\frac{1}{2}$ way through completion.

All base course gravel has been carted in mixed, spread and rolled. I am hoping to have construction works (as above) completed by the 6/3/2013. Once tenders have been assessed we will then find out date for sealing, from there we will need about 10 days to do final shave and roll before bitumen seal. (shaving and rolling can be done while bitumen crew are sealing).

Maintenance Crew

John Daniels (leading hand of maintenance) and Barry Panting (leading hand of construction) returned from Christmas leave on the 21st January. On the 22nd they commenced full maintenance grading of the New Forrest/Yallalong road. (3 cuts over, 4-5 cuts back plus drains)

More work will be required in stony areas (batter over vegetation, cut in off batter and pull in onto road both sides. This work is required west of Yallalong homestead.

Glen returned back from break on the 29-1-2013 and commenced maintenance grading with John on New Forrest/Yallalong road. Barry then started moving the construction plant and equipment down to Billabalong.

While the maintenance crew are in the New Forrest /Yallalong area they will do repairs to the creek crossing and bog hole. These repairs will go under heavy maintenance.

Glen worked 2 days with John then went up to Beringarra-Byro and cleaned out the creek crossings from Byro intersection to Milly-Milly wool shed turn off plus some gutters just north of Byro. From there he went back down south to turn off onto Muggon road repairing some small crossing and gutters then onto Butchers Track to re-dress the wash out section just short of our western boundary. (We looked at this on the road inspection)

Schedule of road work for heavy/light maintenance crew when finished New Forrest/Yallalong:

- Twin-Peaks/Wooleen
- Patch grade Meeberrie/Wooleen (just gutters as construction crew will go onto this road when finish sealing of Carnarvon/Mullewa road)
- Mt Wittenoorn/Wooleen
- Boolardy/Wooleen
- Mt Wittenoorn
- Tardie (will inspect first)

- Pindar /Beringarra (from Cockney Bills north)
- Boolardy/Kalli - Full maintenance, batters, drains, more gravel required on the approaches to the new grid.
- Manfred road
- Mileura/Nookawarra
- Then work on up to Beringarra.

Plant

Services/ Repairs completed by Shire mechanic - Trevor Barndon:

- John Deere grader 2,250 hrs.
- 12 H grader
- 12 M grader
- Volvo Loader
- Cat Loader
- Iveco prime mover
- Vibe roller
- Bomag rubber tyre roller
- Dolly - P.05
- Dolly - P.08
- Side tipper - P.17
- Side tipper - P.18
- Float – P.13
- Float - P.14
- 30,000lt water tanker
- Iveco 6 wheeler
- Maintenance canter
- Construction canter
- Maintenance fuel tanker
- Plus all small trailers and cement mixer
- Nissan UD Prime Mover (sent into Geraldton on the 6/2/2013 for new air-con red dot on roof).

See attachments for break-down of work carried out on shire plant over Christmas/New Year.

The 6 Wheeler was taken to Dongara body builders on the 25/1/2013 to be converted to a prime mover, this then will go under the 30,000lt water tanker. The Iveco prime mover now under the water tanker will then pull the 2 x 21m side tippers. When the new Kenworth arrives this will go under the side tippers and the Iveco prime mover (450hp) will then go up for tender.

Semi side tipper required for heavy Maintenance work:

I have been in contact with Greydon Meads from Bullardoo station and can hire his side tipper for \$200 p/day (see attachment email from Greydon).

Staff

All outside staff (including gardeners – casual workers and contract labourers) completed a Traffic Control and Traffic Management course on the 4/5 of February 2013. Theory was held on the 4th in class at the sporting club and then out onto the road on the 5th for setting up of signs and traffic control. (very hot 43°) This course was also attended by local contractor Mr Paul Squires and his wife Mrs Jo Squires.

Flood Damage

Low Level Crossing Flood Repairs Report

On the 14-12-2012 I met with Paul Squires and Rossco and Tom Foulkes-Taylor at the low level crossing for a meeting on methodology on how to repair the crossing. (see sketch attachment)

On the 28th December 2012 I received a quote via email from Paul Squires on flood damage repair work on the Murchison River Ballinyoo low level crossing.

I sent an email to Paul saying I was happy with quote and to proceed with repairs to crossing as soon as Rossco Foulkes-Taylor was able.

I was on Christmas break when repairs to the crossing were started but Paul kept me informed on the progress of works by Rossco and Tom. (see attachment of before and after photo's)

All works have now been completed.

Work Supervisor

Action by Work Supervisor since December Meeting:

Road inspection 8/9th January 2013. (see attachments – Road Report, Beringarra Pindar CSIRO Report)

Attended walkover on Boolardy/Kalli road. (see attachment - report)
 Put traffic counters back out onto Pindar/Beringarra SKA road and one on Boolardy/Kalli road.
 Attended Traffic Control/Traffic Management Course 4/5th February 2013.
 6 wheeler truck to Dongara body builders to be converted to prime mover.
 Inspected low level crossing works at Murchison Bridge. (see attachment – photo's)
 Meeting with Matt Bateman Geraldton Fuel Company
 Meeting with Jumbo BP Fuel Company
 Freeman’s Waste - Cleaned out sewerage tank at Sport Club toilet, Road House toilet block and 14 Mulga Way. (see attachment – sport club septic)

Long Service Leave - Work Supervisor

On the 8/3/2013 I will be due for my second Long Service Leave. (first was at Shire of Chapman Valley)
 I would like to propose with council’s agreement, to take my leave in 2 week blocks to be taken over a 2 year period. I think that breaking my leave up like this will be beneficial to both the shire and myself. I prefer to take my leave when Sharon is on break and will only be away from my work supervisor duties for 2 weeks at a time. This should be easier for all concerned as the Shire would not then need to find someone to relieve me for the 3 months.

ROADS GRADED 16/12/2012—8/2/2013

Name	Length of Road	SLK Graded this month	Heavy-Road Maintenance Repairs Loader--truck	Comments
Beringarra /Pindar	319.80km			
Erong	63.12km			
Beringarra/Byro	90.89km	1-2km		Opening up of creek crossing Byro to Milly Milly Wool shed
Twin-Peaks/Wooleen	47.65km			
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km	36.180km		Full grade
M ^c Nabb/Twin-peaks	49.75km			
Yallalong-West	34.46km	34.460km		Full grade
Mileura/Nookawarra	49.08km			
Muggon	38.75km	1km		Opening up crossing
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km			
Innouendy	9.30km			
Boolardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie Woolleen	25.22km			
Mt Wittenoom	37.55km			
Woolleen/Mt Wittenoom	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Coodardy Noondie	19.92km			
Butchers Track	64.54km	3km		Patch grading storm damage
Butchers Muggon	23.80			
Murchison Settlement	2.00km	2km		
Pinegrove Yallalong	-----			
Carnarvon-Mullewa	278.63km	15km		From bridge south
Woolgorong-South	15.00km			
Ebabbidy-Bluff	12km	12km		Light grade
Air strip Graded		Yallalong		

Total graded this month: 105.640km

Recommendation:

That the Work’s Supervisor’s report be accepted.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Work’s Supervisor’s report be accepted.		
Carried/Lost	For:	Against:

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

14.2 Councillors

15. REPORTS OF COMMITTEES

15.1 Plant Committee meeting held 9th January 2013

Minutes of the meeting have been emailed to councillors. All plant was inspected prior to the meeting and there were two recommendations that need to be put to council for decision.

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Minutes of the Plant Committee meeting of 9 th January 2013, be received.		
Carried/Lost	For:	Against:

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That council adopt the recommendation that:-		
1) The conversion of the Iveco truck be actioned		
2) That the shire hires a side tipper as and when required until a suitable 2 nd hand one can be purchased.		
Carried/Lost	For:	Against:

16. FINANCE

16.1 Financial Activity Statements December 2012

File:	
Author:	Dianne Daniels – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	December 2012
Attachments:	Financial Activity Statements for 6 months to 31 st December 2012
	Balance Sheet
	Income Statement Detail
	Income Statement by Nature & Type
	Income Statement Summary

Matter for Consideration:

Council to consider adopting the monthly financial statements for six months to December 2012.

Background:

The Local Government (Financial Management) Regulations 1996. Regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported.

Statutory Environment:

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare “such other financial reports” as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and
- (e) The net current assets at the end of the month to which the statement relates.

Strategic Implications:

Nil.

Policy Implications:

Nil.

Financial Implications:

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

Consultation:

UHY Haines Norton

Comment:

Summary of Financial Results December 2012

The Current Position at 1 December 2012 is a surplus of \$2,432,331 which is up on YTD Budget by \$1,608,920 as summarised below:

Opening Funding Surplus up by \$169,196K
 Less Operating Revenues down by \$855,948
 Add Operating Expenditure down by \$1,010,542K
 Less Funding Balance Adjustment down by \$81,550K
 Less Capital Revenue down by \$75,182K
 Add Capital Expenditure down by \$1,225,402K
 Add Rate Revenue up by \$216,460

Refer to Notes 9, 12 and 14 in the Financial Report for comments and explanations on variances.

Rates collection is progressing well at the half way mark, with 67.7% of rates collected and the expectation is that this will be increase to 75% by the end of January, which is the deadline for the second rates instalment.

Creditors payments are now well in hand and being made within payment terms, thanks to the diligent work of our Admin Officer. Sharon is the ‘succession plan’ in the finance arena and is rising to the new challenges with her usual good cheer.

Capital Expenditure has been continuing on the Mullewa Carnarvon Road between SLK 199-206 and SLK 206-213 and is progressing well with \$.789 million of the \$1.93 million budget left in kitty. Please note that the R2R funding of \$.323 million will be pooled with this to complete the new seal and the re-seal from the Settlement to 10 km South. We still have some formwork to complete in January, so not all this funding will be available for seal.

December was a busy month for asset acquisitions. We took possession of the new Prado for the CEO and the new Great Wall utility for the gardening team. The roller shutters were installed at the Roadhouse, helping to keep it cool inside during these scorching summer days and the computer for public internet access has been set up, complete with 'Site Kiosk' which is an effective software package to restrict public access to suitable sites. The motel units were set up with Vast free to air TV and the gas stove was purchased for 14 Mulga.

One of our challenges over the next couple of months is to turn our hand to the applications for the 12-13 CLGF R4R funding, both Individual and Regional. The individual funding has been split in the budget between the construction of the laundry at the Caravan Park, the scale model of the Ballinyoo Bridge and a 'mini' interpretive centre. The Regional Funding has been budgeted towards construction of the new bridge.

Unfortunately I wasn't able to finalise January financial information in time for this meeting of Council due to taking three weeks Annual Leave. I will present January and February at the March meeting.

Voting Requirements:

Simple majority.

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That Council adopt the financial statements for the period ending 31 st December 2012, as attached.		
Carried/Lost	For:	Against:

16.2 Accounts Paid during the period since the last list was adopted/endorsed by Council

File:	
Author:	Dianne Daniels Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	8 th February 2012
Attachments:	EFT & Cheque Details for December 2012

Matter for Consideration:

Authorisation of accounts paid during the month of December 2012.

Background:

Accounts paid are required to be submitted each month.

Statutory Environment:

Local Government (Financial Management) Regulations 1996
 Reg 13(1)–Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

Strategic Implications:

None

Policy Implications:

None

Financial Implications:

Payment from Council's Municipal Account

Consultation:

None

Comment:

Payments made during the month of December, 2012 as per attached schedule.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the accounts as per the attached Schedule presented to this meeting totalling \$572,264.93 be passed for payment/endorsed by Council.		
Carried/Lost	For:	Against:

16.3 Rates Write off

File:	3.1
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	9 February 2013
Attachments:	N/A

Matter for Consideration:

Council is to consider writing off the outstanding rates of \$17,661.96 raised on Location Murchison 226 (Booldardy Station) since transfer of ownership to CSIRO on 15 April 2009 as the Organisation is not subject to taxation.

Background:

Ownership of Booldardy Station transferred to CSIRO on 15 April 2009. Rates were paid up to date on the 1 May 2009 by the previous owners. Rates were raised after the transfer of ownership for the 09-10, 10-11 and 11-12 years and together with interest charges there is an amount outstanding of \$17,661.96. However, Location Murchison 226 became non-rateable on transfer to CSIRO because that Organisation is not subject to taxation.

Statutory Environment:

Local Government Act 1995,
Division 6.26 Rateable Land states:

- (2) *The following land is not rateable land –*
 - (j) *land which is exempt from rates under any other written law.*

Science and Industry Research Act 1949,
Part 1 - Preliminary
Section 7 Interpretation states:

Organisation means the Commonwealth Scientific and industrial Research Organisation established under this Act.

Science and Industry Research Act 1949
Part V111 - Finance
Section 53 Liability to Taxation states:

The Organisation is not subject to taxation under any law of the Commonwealth or of a State or Territory

Strategic Implications:

N/A

Policy Implications:

N/A

Financial Implications:

Writing-off these rates will reduce General Purpose Funding by \$17,661.96 and this reduction will need to be considered at Budget Review.

Consultation:

Jenny Goodbourn – CEO Shire of Murchison
 Jeff Arbon – Property Manager CSIRO

Recommendation:

That Council write-off the outstanding rates of \$17,661.96 raised on Location Murchison 226 (Boolarly Station) since transfer of ownership to CSIRO on 15 April 2009.

Voting Requirements:

Simple majority.

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17. DEVELOPMENT

17.1 Draft CSIRO Road Agreement

File:	14.11
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Draft Agreement

Matter for Consideration:

Acceptance of the Draft Agreement between CSIRO and the Shire for the MRO contribution to maintenance of the Beringarra-Pindar Road

Background:

This has been an ongoing issue since the expiry of the previous agreement which covered the construction phase and ended in June 2012. Since then we received a draft agreement which was reviewed by council and on advice from Civic Legal was rejected.

CSIRO have now sent through a revised agreement for our consideration. At the October meeting it was decided to approach Mr Bill Mitchell to ask him to be the shire’s advocate on the access road issue and he has attended meetings in Murchison and in Perth with relevant parties on behalf of the shire to discuss the ongoing issues.

Comment:

I forwarded the Draft Agreement through to Bill as soon as I received it and he has sent the following email through after reviewing the document and comparing it to the previous one:-

Having compared your document and the CSIRO document I think they are very close.

The main points of difference are

- *Page 4 CSIRO not contribution, deleting the Annual Works Program and Authority paragraphs (there substitute paras work I think.)*

- *Page 5 deleting Standard paragraph (they acknowledge fit for purpose on page 1)*
- *Page 6 Use of the Road para deleted (maybe superfluous as Laws of Western Australia apply section later in the documents probably covers this)*
- *Page 7 Additional works section radically re-written but basically says all works over and above normal maintenance as deemed necessary by SOM will be paid for by CSIRO once approved by CSIRO. Seems reasonable.*
- *Page 8 CSIRO,s contribution to works has been abbreviated but seems consistent with SOM’s views.*
- *Page 10 Termination clause is for a 10 year contract not 1 but this contract can be dissolved easily so I see no harm.*
- *Page 11 deletes all transfers payable but then goes on to say they will pay all costs and fees.*
- *Page 12 request for meeting not as specific but ample room for meeting implied in their new words.*
- *Page 13 Last para referring to incurring any expenses has been deleted but previous words to the effect that CSIRO will pick up all cost associated with this document still holds firm.*

On the whole I think this is a document that the SOM can have confidence in and once signed should see maintenance monies start to flow for the Pindar/ Beringarra Road. There is still the issue of the safety audit for the Mullewa/Meeberrie/Boolarady Road that James committed to for February and then the discussion on that road being the preferred access to the MRO.

*Cheers
Bill*

Statutory Environment:

Maintaining the integrity of the Shire’s road infrastructure is a major function of the shire and has ongoing strategic implications in the integrated planning and asset management planning.

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Once an agreement is finalised there will be funding available for work on the Beringarra-Pindar Road.

Consultation:

Mr Bill Mitchell

Recommendation:

That the Shire of Murchison accepts the revised contract as attached. That the CEO and President be authorised to sign and affix the common seal to the final document to execute it.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17.2 Pindar-Beringarra Road

File:	12.14
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February 2012
Attachments:	Nil

Matter for Consideration:

Discussion on works required on the Beringarra – Pindar Road that may be considered for funding by CSIRO

Background:

At the December meeting there was a discussion with Ant Schinckel, James Griffin, Penny Griffin and Steve Douglas regarding the road agreement for the maintenance of the Beringarra-Pindar Road. This item has been discussed in the previous item. Following from this meeting it was noted that James had said that the contributions from CSIRO were not just for maintenance and that they would look at other projects or works that could be targeted.

Comment:

At the end of the December meeting this point was raised and it was proposed to formalise works that might be eligible following the annual road inspections carried out on 8th & 9th January. Now would be a good time to list and prioritise works required so that a request for funding could be proposed to CSIRO. Areas for discussion include dust suppression, narrow grids, crossing and corners. This also fits into the request for the upgrading of the classification of the road and the improvements stipulated by Main Roads before this could be considered.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Nil

Recommendation:

To be decided following discussion

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17.3 Tender for Supply of Bitumen works for 2012/2013

File:	12.9
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Seal Quote Comparison, Seal Quote Report, Funding Seal

Matter for Consideration:

Tenders have been called for the supply of bitumen and aggregate required for the sealing work on the three sections of the Carnarvon-Mullewa Road and are presented to council for their decision.

Background:

At the November meeting of council it was decided to engage Greenfields to call tenders for the bitumen seal jobs on the Carnarvon-Mullewa Road that are being worked on this year. Details were discussed with Greenfields and tenders have been called, they closed on the 29th January.

Comment:

Greenfields have prepared a report on the tenders received with the following recommendations:-

1) – *Bitumen works - Recommended that **Shire of Murchison award a contract for;***

RFT GTS MU 2012/07 Supply, Spray and Cover Bitumen to a panel comprising;

RnR Contracting (\$792,089.60+GST) followed by Bitutek (\$837,142.50+GST).

It is further recommended that all bitumen application rates be determined by someone who is trained to determine the most appropriate seal treatment and is experienced in the assessment of existing road condition, stone cover, traffic and weather considerations,

2) *Supply of aggregate - Recommended that the **Shire of Murchison award a contract for RFT GTS MU 2012/06, Supply of Aggregates to a panel comprising; **Holcim for \$161,642.00.+ GST) followed by Winchester Industries for \$226,312.50).*****

At the time that Nigel produced the report he obtained figures from Dianne Daniels, Acting CEO, regarding expenditure to date on the projects and has included this in the comparison. However Dianne advised him that she still had to allocate the December payroll costs and these turned out to be higher than anticipated. Therefore the Budget amount of \$1,222,000 as stated is incorrect. We have \$778,583 left for new seal and \$322,588 for re-seal, a total of \$1.1 mil. Any work we do on formation in January will need to come out of that balance as well so council needs to be aware of these adjusted figures when awarding the tenders.

Statutory Environment:

Local Government Act 1995 s.3.57 and the Local Government (Functions and General) Regulations 1996 – Part 4- tenders for providing goods and services. Shire of Murchison purchasing policy

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

The scheduled works have been included in the transport section of the adopted budget.

Consultation:

Brian Wundenberg – Works Supervisor

Nigel Goode – Greenfields

Michael Keane - Greenfields

Recommendation:

To be decided following discussion

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17.4 Patient Transfer Vehicle

File:	12.9
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Patient Transfer Vehicle pictures

Matter for Consideration:

Two possible replacement transfer vehicles have been inspected by Councillor Halleen and council needs to decide whether it wishes to go ahead with the purchase of either of them.

Background:

The former Acting CEO made initial enquiries with St John Ambulance regarding the possibility of obtaining an ex-ambulance to replace the existing patient transfer vehicle. The existing vehicle was donated to the shire by a mining company some years ago and is in need of upgrading if the shire is still to operate a patient transfer vehicle. This has been followed up by the new CEO and in December the Shire was contacted by John Watts – fleet manager St John Ambulance to advise that he had two vehicles that we might be interested in. Cr Halleen volunteered to inspect the vehicles whilst in Perth in mid January and council agreed to this at the December meeting.

Comment:

Report from Cr Halleen – emailed on 6th Feb 2013.

Morning everyone

After looking at both of the new ambulances they are in excellent order motor wise and exterior even though the older one has a scrape down the right hand side rear, which will be removed when the stickers are taken off.

The older vehicle (6/04) has been better maintained inside as there are a lot of bits and pieces missing or broken off in the 8/06 model plus there seems a lot more holes drilled into and around the dash as well.

5 cylinder diesel motor and can be serviced by any mechanic

Automatic gear box

Both vehicles have 12v battery back-up systems

80lt fuel tank estimated distance 600kms+ per tank

Tyres in excellent order (12ply Max Miler GT Radial)

What is needed on both

1 There is no second spare tyre. To fit a second spare we would have to get a body builder to have a look at where to attach the carrier

2 No water tank anywhere.(Which surprised me) There is space to put one if wanted

3 Currently unlicensed

4 Stickers need removing and replacing with new ones. All that has to be removed is anything to do with St John's ambulances. Rob recommended Jason signs as they do all of their signage and do it at a fair rate.

5 Uhf radio

After talking to their service manager Rob recommends that we get the air conditioners and motor serviced before we take it away

Rob is going to put a suction jar in and try and replace anything he can in the way of cupboard doors etc.

Rob said that these are the better machines as they are less computerised and easy to maintain motor wise by most mechanics

My recommendation is the older one because it seemed to have been better maintained and there are not so many things missing as in the newer one in the way of covers on internal panels and holes in the dash also the centre console lid is missing. In saying that anything is fixable. I have taken photos and will present them at the shire meeting or send them out when Carolyn gets back and she will email them out.

Cheers

Mark

Based on the above report it would appear that the older vehicle is the preferred option. John Watts has advised the price of the vehicle will be \$12,500 including G.S.T. if the Shire remove outer signage – or alter to St John’s satisfaction. Otherwise add \$1,240 plus GST and they will arrange for tape to be removed. This is considerably higher than initial talks with Michael Jack manager of the mid west when he indicated in the range of \$6,000-\$7,000 and initial talks with John Watts when he was advising \$7,500 - \$8,000 including removal of signage. I have asked him to clarify this increase and should have details available at the meeting.

As part of this upgrade I had made investigations with the Department of Transport as we had to get approval to use Emergency Vehicles – they have to be de-licenced by St John’s and re-licenced by the purchasers. Approval has been given but it will necessitate the training of any operators and the development of written procedures and maintenance of a data base containing details of qualified drivers, any operations carried out and any other information likely to be required in the event of an enquiry or incident. The current patient transfer vehicle has only been called out once in the past twelve months to attend a vehicle accident and when it was requested at the MAC Christmas Tree event to assist it was not available as it was not in a clean enough state to be used. If the shire gets a replacement vehicle then we will need to ensure there is a regular cleaning and maintenance programme put in place so that the vehicle is ready if and when required.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

There has been a budget allocation of \$7,000 to maintain the Patient Transfer Vehicle which would need to be changed to a capital item and increased if necessary.

Consultation:

Michael Jack – St John Ambulance
 John Watts – St John Ambulance
 Michael Keane - Greenfields

Recommendation:

To be decided following discussion

Voting Requirements:

Absolute Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17.5 Fuel Supply Contract

File:	4.53
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Oil quotes

Matter for Consideration:

Consideration of the responses received in reply to our call for the supply of fuel and oils to the Shire of Murchison.

Background:

At the December meeting it was decided to call for Expressions of Interest for the supply of fuels and oils to the shire, on an as is required basis, for the next two years.

Comment:

At the close of advertising we had three quotes for the supply of fuels and oils and two for the supply of oils only.

Supplier	TGP Location	TGP	Additional cpl	Net	Total with GST
Reliance - BP	BP Geraldton				
	Diesel	130.69	6.2	136.89	150.57
	ULP	133.07	6.2	139.27	153.19
Oil Tech	Shell - Coogee				
	Diesel	126.46	9.8	136.26	149.88
	ULP	125.46	9.8	135.26	148.78
Geraldton Fuel	Caltex - Coogee				
	Diesel	131.00	1.53	132.53	145.78
	ULP	130.28	1.53	131.83	145.01

The above comparison table has been prepared using the relevant TGP prices at the 12th February. Both Oil Tech and Geraldton have stated a willingness to deliver to other customers within the shire, Oil Tech have said that deliveries would be on a regular three to four week rotation or on demand by the shire. Neither Reliance nor Geraldton Fuel have specified a delivery schedule. Geraldton Fuel has advised that they already deliver to customers in the area and to surrounding shires so would have a regular service. Reliance have advised that the freight component of the price will be reviewed at 6 monthly intervals and any changed advised prior to implementation. Oil Tech and Geraldton Fuel have not included any such review. Reliance and Geraldton Fuel have supplied costings for some lubricants. Two other suppliers Hi-Tec Oils and Castrol have provided comprehensive product lists and pricing.

Statutory Environment:

Part 4. R.11 (2) (g) of the Local Government (Functions and General) Regulations 1996. Tenders to not have to be called if the goods to be supplied under the contract are: - (i) petrol or oil; or (ii) any other liquid, or any gas, used for internal combustion engines.

Strategic Implications:

Nil

Policy Implications:

This is compliance with the Shire of Murchison’s Purchasing Policy.

Financial Implications:

A contract for the supply of fuel and oils will form an ongoing part of the budgeting process of the shire.

Consultation:

Nil

Recommendation:

That the Shire of Murchison accept the quote from Geraldton Fuel for the supply of fuel and oils to the shire for the next two years.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17.6 EHO & Building Surveyor

File:	4.53
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	

Matter for Consideration:

Consideration of the responses received in reply to our call for the supply of EHO & Building Surveyor services to the Shire of Murchison.

Background:

For the past few years the Shire has been using Mr Trevor Brandy for these services. Trevor was employed with the Shire of Three Springs and has recently moved to the Shire of Coorow, he visited the Murchison twice a year, in April and September to carry out any required inspections and work. There has been no formal arrangement or contract in place and this needed to be sorted out. Therefore the CEO called for expressions of interest for provision of EHO and Building Surveyor services.

Comment:

At the close of advertising we had four quotes for the supply EHO and Building Surveyor Services:

Supplier	Base Cost - per annum	Additional
Philip Swain Consulting	\$6,688.00	\$110 per hour
Naomi Lee Consulting	\$9,630.00	\$88 per hour
Ramsay Constructions	\$13,200.00	
Accendo Australia	\$14,865.40	\$148.50 per hour

There is quite a variation in quotes received as the above table shows.

Brief details of the quotes are as follows:-

Philip Swain Consulting currently provides the EHO & BS services for the Shire of Cue and has based his quote on 2 x 4 day visits – 2 days travel and 2 days on site. Philip has extensive experience in local government EHO and uses a sub-contractor to handle any Building Surveyor services.

Naomi Lee Consulting has also based her quote on 2 x 4 day visits. Naomi has extensive experience in industry and project and environmental management.

Ramsay Construction has extensive experience in EHO and over 20 years as a builder and 10 years as a Registered Building Surveyor. Currently providing services to Shires of Wickepin and Cuballing. Specifications of visits have not been advised.

Accendo Australia is a premier environmental consultancy with many years experience in environmental planning and projects. Quote is based on 2 x 4 day visits to the shire.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil.

Financial Implications:

An amount of \$9,000 has been included in the adopted budget for the provision of EHO and Building Surveyor Services for the 2012/2013 financial year.

Consultation:

Nil

Recommendation:

That the Shire of Murchison accept the quote from Philip Swain Contracting for the provision of Environmental Health Officer and Building Surveyor Services to the shire for the next two years.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18. ADMINISTRATION

19. NOTICE OF MOTION

Motion by Cr Seaman Council Meeting 20th Dec 2012.

19.1 Review of the Committees of Council

Background:

Council Committees are those that have been set up under the “Local Government Act 1995”

Currently the Shire of Murchison has four committees being

- The Plant Committee
- The Housing Committee
- The Audit Committee.
- The Settlement Development Committee.

Local Government Act 1995 s. 5.8 states:

“A local Government may establish Committees of 3 or more persons to **assist** the council and to exercise the powers and discharge the duties of the Local Government that can be delegated to committees.”

The form of committee is determined by its terms of reference and it is essential for Elected Members to know what the terms of reference say and to understand the implications of the wording of the terms of reference.

A committee cannot exceed its terms of reference and problems will arise if a committee becomes involved in matters not included in its terms of reference.

Motion

That the Shire of Murchison Council

- review the Terms of Reference of the “Housing Committee” the “Plant Committee” and the “Settlement Development Committee”.

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor Halleen	
That the Shire of Murchison:- review the Terms of Reference of the “Housing Committee” the “Plant Committee” and the “Settlement Development Committee”.		
Carried/Lost	For:	Against:

Following a short discussion the motion was left to lay on the table to allow the CEO to gather information regarding suitable terms of reference.

As the CEO has not had a chance to gather relevant information due to Christmas break and annual leave it is hoped to allow this motion to be deferred to the March meeting by which time information will be available.

20. CEO ACTIVITY REPORT

Date	Activity
15 th December	Attended the MAC Christmas Tree Party which included the citizenship ceremony for William and Colleen Herold
3 rd January	Meeting with Helen Dunbar of Meeberrie. She has requested a maintenance grade on the airstrip there which I will organise once the outside crew return from leave.
4 th January	Debbie Ford from HVO rang to advise that Carnarvon – Mullewa Road has been passed for approval as a RAV 9 as far as the Wooramel River
8 th January	Road inspection with councillors and Works Supervisor
9 th January	Road inspection and plant inspection with councillors and Works Supervisor
11 th January	Spoke with John Harvey of AVP Valuers to organise valuation of property and plant in conjunction with the integrated planning process
15 th January	Worked with Travis Bate to set details of community consultation day
16 th January	Met with David Rose and Jamie Conway-Physick from DEC. They were passing through the area and called in to discuss DEC properties in the shire.
18 th January-10 th February	Annual leave in Tasmania

Recommendation:

That the CEO’s Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

21. URGENT BUSINESS

22. OTHER BUSINESS

22.1 Declaration of New Councillor

Mr Andrew Whitmarsh to complete his declaration as a councillor following his successful nomination at the extraordinary election. Cr McTaggart has resigned with effect from 4pm on the 15th February.

23. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

24. MEETING CLOSURE